

# **A REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES CONTRACT**

Marisa Stewart  
North Water Treatment Plant  
WRIS #WX21035052

This document constitutes a Request for Qualifications for Professional Service Contract from qualified individuals and organizations to furnish those services as described herein for the City of Murray.

## **I. PROJECT DESCRIPTION**

County - Calloway  
Project Description - This request is for architectural design for the construction of a new 5 MGD (million gallons per day), Drinking Water Treatment Plant located in the expanding northern city limits. The project would include:

- four (4) new raw water wells with a minimum 3,500 GPM capacity
- Iron removing capabilities (oxidation, clarification, and filtration)
- a 1MG clearwell
- High service pump station with 4000 GPM minimum capacity
- Backwash pumps
- Emergency standby generators with capacity to operate both the water treatment plant and wells

## **II. PROJECT INFORMATION**

Project Manager Marisa Stewart  
Project Funding KIA funds

## **III. REQUEST FOR QUALIFICATIONS FORMAT**

Three (3) copies of the RFQ should be typed, two-sided print, font size 11 or larger. Please limit RFQ to thirty (30) sheets of paper not counting the cover and back pages. RFQ's shall be bound.

Items to include are as follows:

- Firm background/history
- Key staff qualifications for project
- Proposed project understanding including modeling software to be used
- Proposed project schedule
- Three similar project descriptions and schedule
- Three client references
- Impact of this project on firm's capacity
- Previous work performed for the City of Murray, KY

#### **IV. SCOPE OF WORK**

The selected Consultant Team(s) will be required to provide Architectural Design as needed including but not limited to, developing dependable cost estimates, conducting and preparing documents for public meetings.

#### **V. RFQ DUE**

RFQ's are due by May 22, 2023, 2:00pm Central Time Zone. Submissions received after this time will be returned unopened to the sender. Proposals should be sent/delivered to:

City of Murray  
Planning and Engineering Department  
500 Main Street  
Murray, KY 42071

ATTN: Marisa Stewart

Questions should be submitted in writing (email) to Marisa Stewart, Project Manager at [marisa.stewart@murrayky.gov](mailto:marisa.stewart@murrayky.gov).

#### **VI. EVALUATION FACTORS**

Consultant Teams will be evaluated by the selection committee based on the following, weighted factors:

1. Relative experience of Consultant Team personnel assigned to project team with water treatment plant projects for local or other state governmental agencies. (15 Points)
2. Capacity to comply with project schedule. (15 Points)
3. Past record of performance on projects similar in type and complexity. (20 Points)
4. Project approach and proposed procedures to accomplish the goal for the project. (30 Points)
5. Consultant Team's offices where work is to be performed. (10 Points)
6. Familiarity with the KIA funded projects. (10 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

#### **VII. SELECTION COMMITTEE MEMBERS**

1. Marisa Stewart
2. Shane Knight
3. Jim Osborne